



Rehabilitation Therapist, State Facilities (Recreation)
Examination Announcement

California Department of Veterans Affairs

Open Examination for the Following Location(s):
Veterans Home of California – Barstow, Chula Vista, Fresno, Lancaster, Redding, Ventura & West Los Angeles

Final Filing Date: Continuous Filing and Testing

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER	Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.
WHO SHOULD APPLY:	Candidates who meet the minimum qualifications as stated below may apply for this examination. Once you have taken the examination, you may not reapply for twelve (12) months. All applicants must meet the education and/or experience requirements as stated on this examination announcement.
HOW TO APPLY:	<p>The testing office will accept applications continuously and will notify and test applicants on an as needed basis. Eligible lists will be merged.</p> <p>Submit an Examination Application (STD 678) AND a Supplemental Application Questionnaire to the address listed below</p> <p>California Department of Veterans Affairs Attn: Rehabilitation Therapist Exam 1227 O Street Room 404 Sacramento, California 95814</p> <p>The Supplemental Application for Rehabilitation Therapist, State Facilities (Recreation) can be downloaded from the California Department of Veterans Affairs website at www.calvet.ca.gov or copies may be obtained by calling (916) 653-2535, or by going to the address listed above.</p> <p>Submit applications only to the address indicated above. Do not submit to the CA Department of Human Resources (CalHR).</p> <p>NOTE: Only applications with original signature will be accepted. Facsimiles (FAX) or emailed applications will not be accepted under any circumstance.</p>
APPLICATION REQUIREMENTS	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required. Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</p> <p>All applicants must show their license number, title, and expiration date on their applications. Applications received without this information will be rejected.</p> <p>NOTE: All applications/resumes must include: “to” and “from” date (month/day/year); time base; and class title. College course information must include title, number of semester or quarter units, name of institution, completion dates, and degree (if applicable). Applications/resumes received without this information may be rejected.</p>
SALARY RANGE	\$5,408.00 - \$6,064.00
THE POSITION	The position uses self-motivating, recreational activities to improve functioning and independence as well as to reduce or eliminate the effects of illness or disability and to restore, remediate, or rehabilitate motor skills, social skills, sensory functioning, and acceptable social behavior; and provides resident recreation and leisure counseling to enable the patient/resident to appropriately manage his/her leisure lifestyle.
SPECIAL REQUIREMENTS	Objective and sympathetic understanding of the mentally, physically, developmentally, or geriatric disabled; tolerance; tact; and emotional stability.

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MINIMUM QUALIFICATIONS	<p>Equivalent to graduation from a recognized college with major work in therapeutic recreation, or in recreation with an emphasis in therapeutic recreation, or certification as a registered recreator with specialization in therapeutic recreation by the California Board of Park and Recreation personnel, or the National Therapeutic Recreation Society, or eligibility for such certification.(Registration as a senior in a recognized institution will admit applicants into the exam, but they must produce evidence of graduation or its equivalent before being considered eligible for appointment.) <u>And</u></p> <p>Completion of an approved clinical internship in the appropriate rehabilitation specialty in an approved hospital or rehabilitation center affiliated with the college. (Individuals who are registered or certified with the appropriate therapy association but who have not completed a clinical internship because it was not a component of the academic program at the time are required to have completed a minimum of two years' full-time paid experience in a clinical, residential, or community-based setting after receipt of the required degree to be admitted into the exam.)</p>
KNOWLEDGE AND ABILITIES	<p>Scope of the Examination:</p> <p>Knowledge of:</p> <ol style="list-style-type: none">1. State and Federal standards and regulations governing activity programs in health care facilities2. Principles, procedures, techniques, trends and literature of rehabilitation services, especially those relating to mental, physical, developmental or geriatric disabilities in order to meet rehabilitation therapy responsibilities3. Process of restoration, maintenance, development of capabilities, principles of mental health education in order to aid in the development of treatment plans and determine appropriate rehabilitative objectives4. Scope and activities of private and public health and welfare agencies to enhance level of resident welfare5. Characteristics of mental, emotional, physical and developmental disorders, current trends in mental health, public health and public welfare to identify resident needs and make appropriate recommendations <p>Ability to:</p> <ol style="list-style-type: none">1. Utilize and effectively apply required technical knowledge of rehabilitative therapy in order to provide appropriate care2. Establish and maintain the confidence and cooperation of persons contacted in the workplace in order to enhance the quality of professional working relationships3. Secure accurate clinical data and record such data systematically in order to provide accurate documentation of resident history, problems, progress, etc4. Compose clear, accurate, and concise reports in order to communicate findings, enhance therapy, and comply with departmental policies and procedures5. Interpret statistical data in order to identify resident needs and make appropriate recommendations6. Analyze situations accurately to provide appropriate recommendations and take effective action7. Communicate effectively in order to facilitate the exchange of idea and information as appropriate
SPECIAL TESTING ARRANGEMENTS	<p>If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application". You will be contacted to make special arrangements. If you have any questions, you may contact the CalVet Examination Unit at (916) 653-2535.</p>
VETERANS PREFERENCE POINTS / CAREER CREDITS	<p>Veteran's preference credit will be added to the final score of all competitors who are successful in this examination and who qualify for and have requested these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS. Career credits will not be granted in this examination.</p>

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EXAMINATION PLAN	<p>This examination will consist of a qualification appraisal interview only. In order to obtain a position on the eligible list, a minimum rating of a 70% must be attained in the interview. COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED. Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the interview.</p> <p>Qualifications Appraisal – Weighted 100%</p> <p>If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his/her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.</p>
DRUG TESTING REQUIREMENT	<p>Applicants for positions in this class are required to pass a drug-screening test. Testing if current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.</p>
ELIGIBLE LIST INFORMATION	<p>The resulting eligible list will be used to fill vacancies at the Veterans Homes in Barstow, Chula Vista, Fresno, Lancaster, Redding, Ventura and/or West Los Angeles. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.</p>

General Information

For an examination with a written feature, it is the candidate's responsibility to contact **Human Resources in Sacramento, California, (916) 653-2535**, three days prior to the written test date if he/she has not received his/her notice of appointment.

For an examination without a written feature, it is the candidate's responsibility to contact **Human Resources in Sacramento, California, (916) 653-2535**, three weeks after the final filing date if he/she has not received his/her notice.

If a candidate's notice of oral interview or performance test fails to reach him/her 3 days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at www.jobs.ca.gov, local offices of the Employment Development Department and the testing department on this job bulletin.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The testing department reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department at (916) 653-2535.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

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General Information, Continued

High School Equivalence is Required: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis. **NOTE: For peace officer classifications please refer to the testing department for special requirements.**

Veterans' Preference Points: California Law (Government Code 18971-18978) allows the granting of Veterans' Preference Points in Open entrance and Open, Non-Promotional entrance examinations. Veterans' Preference Points will be added to the final score of all competitors who are successful in these types of examinations, and who qualify for and have requested these points by mail. **In Open (only) entrance examinations, Veterans' Preference Points** are granted as follows: 10 points for veterans, widows, and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. **In Open, Non-Promotional entrance examinations, Veterans' Preference Points** are granted as follows: 10 points for veterans and 15 points for disabled veterans. Employees who have achieved permanent State civil service status are not eligible to receive Veterans' Preference Points. Permanent State civil service status means the status of an employee who is lawfully retained in his/her position after completion of the applicable probationary period. This includes permanent intermittent, part-time, and full-time appointments. In addition, individuals who at any time achieved permanent State civil service status and subsequently resigned or were dismissed from State civil service are not eligible to receive Veterans' Preference Points. Veteran status is verified by the CalHR. Directions to apply for Veterans' Preference Points are on the Veterans' Preference Application (STD. Form 1093) which is available at www.calhr.ca.gov the Department of Veterans Affairs.

Career Credits: In open, non promotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the state who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirement specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in state civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their service status in the appropriate section of the application Form 100-678.

Felony Disqualification: You are disqualified from being employed as a peace officer if: (1) You have been convicted of a felony in California or any other state; (2) you have been convicted of any offense in any other state which would have been a felony if committed in California; (3) you have been charged with a felony and adjudged by a superior court to be mentally incompetent; (4) you have been adjudged addicted or in danger of becoming addicted to narcotics, convicted, and committed to a State institution. If you have been convicted of a felony, you may be allowed to participate in this examination if your conviction(s): (1) has/have been sealed under Penal Code Section 851.7, 851.8, 1203.45, or Health and Safety Code Section 11361.5; (2) has/have been expunged or is/are expugnable pursuant to Health and Safety Code Section 11361.5 regarding marijuana offenses; (3) was/were stipulated or designated to be a lesser included offense of marijuana possession under Health and Safety Code Section 11557 or 11366.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device. **(916) 653-1966.** California Relay Service for Hearing Impaired Only **(800) 735-2929.**

It is an objective of the state of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

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